

SECTION 01356

DETENTION PROJECT PROCEDURES

PART 1 - GENERAL

- 1.01 SECTION INCLUDES: General restrictions on access to and use of site and surroundings, and security procedures for tools, materials, and individuals within the work force.
- 1.02 SUPERVISION
- A. Provide on-site supervision of construction personnel at all times.
 - B. Warden may provide Contractor's Superintendent a radio for communication. Superintendent shall turn in radio to Warden's Designee when leaving premises.
 - C. Concerns or complaints shall be addressed to the Warden's Designee by the Contractor's Superintendent.
- 1.03 ACCESS TO SITE
- A. Access is normally restricted to the period from 7:00 am to 7:00 pm every day. Warden may vary these hours at his discretion. Contractor shall provide Warden 48 hours notice before working on Saturdays, Sundays, or holidays.
 - B. Contractor shall access site through a single point designated by Warden. Random access to and from site will not be permitted. Fixed times for arrival and departure of most construction forces as a group shall be established by mutual agreement between Contractor and Warden. Changes and additions to normal working schedules shall be communicated to Warden's office 48 hours in advance through the Warden's Designee.
 - C. Owner will endeavor to notify Contractor as soon as possible if a situation exists which may preclude timely access to site.
- 1.04 USE OF SITE
- A. Use of site shall be confined to the specific area of work. There shall be no access to other areas of the facility except as specifically approved by Warden.
 - B. Vehicles:
 - 1. Work trucks will be permitted on-site as needed if they are capable of being fully locked, including tool compartments.
 - 2. Job trailers may be located within the fenced area of the facility if they are enclosed by a separate fence and are capable of being fully locked; however, if the site is within a secure perimeter of an operational facility, on-site storage is discouraged.
 - 3. Personal vehicles shall be parked outside the secure perimeter of the facility.
 - 4. Vehicles entering the site will be required to await an escort and remain in the company of the escort.

1.05 TOOLS AND MATERIALS

- A. Contractor shall endeavor to introduce only necessary tools into the facility, and in the least possible number. Each tool box entering the facility shall have a pre-written inventory for its contents. Inventories will be checked by Warden's Designee at the egress point
- B. Hand tools shall be kept in Contractor's possession at all times when not properly stored. Tools shall be removed or placed in a locked tool box, shed, trailer, or similar tool storage area outside the secure perimeter at the end of each work day. Ramset tools may be stored on site; however, "shots" shall be removed daily and all spent shot accounted for.
- C. Storage of hand tools at site will not be permitted unless such tools are securely stored in a manner acceptable to the Warden. Warden will designate an area for tool storage. Contractor shall provide a tool storage container and lock, provide a key to the Warden until removal of container, and provide Warden a list of tools.
- D. Do not give or loan tools or supplies to an inmate. Do not accept anything from an inmate. Do not permit inmates access to Construction Documents and related papers. Report thefts immediately.
- E. Immediately report lost Class "A" tools to Warden's Designee. The following partial list is of Class "A" tools, which are considered to be hazardous and likely to be used in an escape or in the manufacture of weapons; Class "B" tools are all other tools:

axe	load binder
bits of any kind	lock pick
blades of any kind	mask
channel locks	masonry hawk
cheater pipe	mechanical puller
cheater bars	melting ladle
chisels of any kind	pipe pusher
come-along	pipe wrench
conduit bender	pliers
crowbar	putty knife
cutters of any kind	rope
cutting tips	sander or sandpaper
drill	saw
file	scaffold
floor jack	shears
grinder	snips
hacksaw	soldering gun
hammer	stud gun
hex-t-set key	stud gun loads
hoist and chain	torch head
hydraulic jack	vice grips
impact gun	welding tips
knives of any kind	whet stone
ladder	wrecking bar
lathe	wrench

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1.06 SEARCH AND SEIZURE

- A. Individuals, vehicles, and facilities are subject to search at discretion of Warden. Search of individuals may include strip search at discretion of Warden.
- B. Warden may seize items that may pose a danger to the safety and security of facility, personnel, or inmates.

1.07 PERSONNEL RULES:

- A. Security Procedures Orientation:
 - 1. Each individual who enters the site on behalf of the Contractor, including but not limited to subcontractors and material suppliers, shall have received a Security Procedures Orientation for the project. Orientation will be provided by the Warden or Warden's Designee. Prior orientation in the course of another project cannot substitute for orientation for this project.
 - 2. Contractor shall coordinate scheduling individuals for orientation. Warden will determine form of orientation.
- B. Identification of Personnel
 - 1. Identify for the Warden, promptly upon their employ, persons who have been previously convicted of a felony, who have previously been incarcerated in the facility, or who have a family member currently incarcerated at the facility. Warden may require such persons to be excluded from working on the premises.
 - 2. An identification card (or pass) will be provided to each construction worker who enters the secure confines of the facility. Workers will be required to show a valid driver's license, social security card, birth certificate, or verification from supervisor in order for card to be issued. Identification cards must be worn in plain sight at all times. If lost or stolen, report to the Warden's Designee for issuance of a new card. Identification cards shall be returned to the Warden's Designee upon completion of work or termination of employment.
 - 3. Construction workers may be required to wear appropriate identification inside correctional facilities, which may consist of:
 - a. headwear of a specific color.
 - b. shirt and/or vest of a specific color.
 - c. other appropriate apparel designated by Warden.
 - 4. Construction workers may be required to receive an ultraviolet ink stamp to facilitate processing egress.
- C. Association with inmates:
 - 1. Association with inmates is not permitted.
 - 2. Trafficking or trading in goods with inmates is not permitted.
- D. Do not bring items which are not required for performance of work; neither in personal vehicles nor on one's person. Remove unnecessary items from vehicles so that searches may proceed quickly.

E. Alcoholic Beverages, Weapons, and Drugs:

1. Alcoholic beverages, weapons, and non-prescription drugs are not allowed on site. Persons caught introducing illegal or banned items onto the grounds of a State penal institution are prosecuted.
2. Individuals using prescription medications shall fill out a form, suitable to Warden, identifying themselves and their medications, and receive approval of Warden before bringing prescription medications on site. Warden may require verification of prescription. Warden may refuse to permit prescriptions medications on site. Only enough medication for one day may be brought on site. Contractor's Superintendent shall keep a copy of the form on file.

F. Meals:

1. Workers should bring their lunch or leave the facility to obtain meals. Food service to construction workers will not be provided.
2. If vending machines are available, they will be identified in orientation.

G. Visitors: On site visitors of construction workers are prohibited. Persons not working on the Project are required to first seek approval of Warden before visiting site.

1.08 EMERGENCIES:

A. If Warden declares a state of emergency, Contractor may be:

1. required to leave premises.
2. confined to a specific area for duration of emergency.

END OF SECTION

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